



HANCOCK COUNTY BOARD OF SUPERVISORS

Agenda

November 7, 2016 at 9:00 a.m.



1. Call to order

- A. Pledge of Allegiance
- B. Invocation

2. Amendments to the Agenda

- A. County Officials
- B. Others

3. Motion to accept the Agenda.

4. Motion to approve October 17, 2016, Board Minutes

5. Announcements

- A. Bi-weekly payroll for period ending October 29, 2016 totaled \$ 564,655.25.
- B. There will be a bid opening today at 10:00 a.m. for the county to receive proposals for Maintenance and Upkeep of County-Owned Recreation Facilities.
- C. There will be a bid opening November 21, 2016 at 10:00 a.m. for the county to receive bids for Construction of Beach Pedestrian Pathway-Scenic Byway Project.
- D. There will be a public hearing November 21, 2017 at 1:00 p.m. to consider changes and updates to the County Road Map and Registry.
- E. Hancock County Excel by 5 Announcement

6. Departmental Agendas

- A. Karen Ruhr – Circuit Clerk (None)
- B. Brian Adam – EMA Director
 - 1) Motion to approve the revised Hancock County Comprehensive Emergency Management Plan (CEMP). This plan has to be revised to meet the Mississippi Emergency Management Agency requirement that all CEMP's be revised every five (5) years. This is a requirement to maintain EMPG funding.
 - 2) Motion to authorize County Comptroller to cut checks for the purchase of the Medical Response equipment in the amount of \$84,703.22 to be paid for with the EMSOF Funds escrowed 2014, 2015 and 2016.
 - 3) Motion to approve and authorize Board President to sign the 2017 EMSOF Application for Emergency Medical Grant Funds.

C. Kevin Ladner – Recreation Director

- 1) Discussion regarding an opportunity for Youth Baseball and Softball Programs Grant from Major League Baseball Players Association.
- 2) Approve: Acceptance of low quote from Suttons Auto Body Inc. in the amount of \$970.74. This is to make repairs to a motor home that was hit by a lawnmower. To be paid out of 001-530-542.

D. Michelle Cuevas – Inventory Control (None)

E. Robin Benoit – Purchasing Clerk

- 1) Approval for MS State Extension Office
 - 1 – Canon Imagerunner C5550i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$211.68/month from Canon. This will replace the present copier (\$217.54/mn) that is expiring.
- 2) Approval for Planning & Zoning Office
 - 1 – Canon Imagerunner C5535i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$196.52/month from Canon. This will replace the present copier (\$198.50/mn) that is expiring.
- 3) Approval for Sheriff/Jail-booking
 - 1 – Canon Imagerunner C5550i multi-function digital copier with maintenance contract (48 Month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$217.97/month from Canon. This will replace the present copier (\$229.00/mn) that is expiring.
- 4) Approval for Animal Shelter
 - 1 – Canon Imagerunner C3325i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359)
Price is less than state contract price at \$97.59/month from Canon. This will replace the present copier (\$105.00/mn) that is expiring.
- 5) Approval for Road Maintenance-North Barn
 - 1 – Canon Imagerunner C3325i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$97.59/month from Canon. This will replace the present copier (\$110.00/mn) that is expiring.
- 6) Approval for Tax Assessor/Collector-Collection
 - 1 – Canon Imagerunner 6555i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359)
Price is less than state contract price at \$262.98/month from Canon. This will replace the present copier (\$303.00/mn) that is expiring.

- 7) Approval for Tax Assessor/Collector, Kiln Office
 - 1 – Canon Imagerunner 4225 multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359)
Price is less than state contract price at \$99.46/month from Canon. This will replace the present copier (\$101.00/mn) that is expiring.
- 8) Approval for Chancery Clerk Office-Courthouse
 - 1 – Canon Imagerunner 6555i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$278.82/month from Canon. This will replace the present copier (\$291.20/mn) that is expiring
- 9) Approval for Circuit Clerk Office
 - 1 – Canon Imagerunner 6555i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$265.00/month from Canon. This will replace the present copier (\$265.00/mn) that is expiring.
- 10) Approval for Circuit Clerk Office
 - 1 – Canon Imagerunner 4225 multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$92.00/month from Canon. This will replace the present copier (\$92.76/mn) that is expiring.
- 11) Approval for McLeod Park
 - 1 – Canon Imagerunner 400if multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$66.00/month from Canon. This will replace the present copier (\$56.00/mn) that is expiring.
- 12) Approval for E.M.A. Office
 - 1 – Canon Imagerunner C5550i multi-function digital copier with maintenance contract (48 month rental/lease off MS State Contract No.8200024359). Price is less than state contract price at \$225.96/month from Canon. This will replace the present copier (\$298.00/mn) that is expiring.
- 13) Approval to purchase inmate clothing (jumpsuits) with screening, sheets, and towels
Total price is \$11,525.96 from Mississippi Prison Industries Corp., PRISM. To be taken out of 614-220-692 (inmate commissary)
- 14) Approval to clear and haul off trailer structures and large debris at 10215 Old Lower Bay Rd, BSL. Parcel# 175-0-21-006.004. This parcel was declared a menace to the public health, safety and welfare of the community. Low quote is \$1,750.00 from Black Diamond Construction LLC

15) Approval to spread my Hancock County Purchase Clerk professional education certificate on the minutes. This certificate certifies that I have completed the educational program as required by the laws of the State of Mississippi (19-3-77) and is registered by the Office of the State Auditor.

16) Approval to spread the monthly credit card report on the Minutes. This report reflects all credit card charges that are presently on the docket today for payment

F. Anthony Cuevas – Building Official

1) Motion to spread on the Minutes the letter received from Mississippi Emergency Management Agency regarding the Community Assistance Visit (CAV) and notice of possible violations.

G. Nancy Kelly-Comptroller

1) Motion to approve the Docket of Claims for November 7, 2016, totaling \$1,961,764.72.

2) Motion to approve NACO dues for Board of Supervisors membership in the amount of \$879.00

3) Motion to approve a Red Hawk invoice in the amount of \$405.00. This is for troubleshooting door repairs. There was going to be no charge if we purchased a new system through them, but because we never did they have issued this invoice.

4) Motion to approve Interfund transfers

5) Motion to approve Budget amendments

6) Motion to spread on the minutes financial statements for the prior month presented as follows:

- a. Cash balances by fund
- b. Budgeted revenue & expenditures

7. External Business Agenda

A. Lisa Guidry – Justice Court

1) Motion to approve Amber Ladner as a Deputy Clerk at a rate of \$10.00 per hour, effective November 7, 2016 pending physical and drug screening.

B. Bill Cork – Port & Harbor

1) Amending FY16 Budget: Motion to approve the Hancock County Port & Harbor Commission's resolution amending the Fiscal Year 2016 Budget to \$15,646,459.00.

2) Approval of Dockets: Motion to approve the Hancock County Port & Harbor Commission's resolution approving payment of the October 24, 2016 Claims Docket as presented.

3) All Savers – United Healthcare (UHC): Motion to approve the Hancock County Port & Harbor Commission's resolution accepting and authorizing Chief Executive Officer, Bill Cork, to execute any and all necessary documents with All Savers - United Healthcare (UHC) to renew employee medical coverage for Hancock County Port & Harbor Commission employees and their families December 1, 2016 through November 30, 2017.

- 4) Rock & Timber Contract Award: Motion to approve the Hancock County Port & Harbor Commission's resolution spreading on the minutes the rejection of the lowest bid as non-responsive for failure to comply with the bid instructions and the statutory requirements of Section 31-3-21(3) of the Mississippi Code and accepting the base bid plus the additive alternate bid submitted by STX Corporation, Inc. and authorizing of the President and the Secretary to execute any and all documents necessary to award and begin the contract in the amount of \$269,200.00.
 - 5) EDA Grant Contract: Motion to approve the Resolution accepting the proposal of VisionFirst Advisors for the Aviation and Aerospace Cluster Optimization Plan and authorizing the President and the Secretary to execute Professional Services Agreement and any and all documents necessary to award the contract in the amount of \$98,500.00.
- C. Jason Chiniche – James J. Chiniche, P.A., Inc.
- 1) Motion to approve and authorize Board President to sign the letter to Mississippi Department of Transportation requesting activation for the Pedestrian Access Plan Along Beach Boulevard. This project has match funds of \$9,000.00 that were authorized previously to be paid for with Seawall monies.
- D. Ty Necaise – Necaise & Co.
- 1) Fiscal Year 2014-2015 Audit Presentation
- E. City of Waveland – Mayor Mike Smith
- 1) Discussion regarding Mosquito Control Services
- F. Jade Ferguson –Office of Sam Britton, Public Service Commission
- 1) Presentation of services
- G. Gregory Barabino - NAACP of Hancock County – Re: State Flag (228-669-4400)
- H. Mark Isaacs-Mississippi Rising Coalition- Re: State Flag (228-219-1548)
- I. Peter Trapolain, Architect for Cure Land Company
- 1) Request to authorize a utility easement for Proposed Hotel on corner of each and Main. Danny Coates (228-304-7157)
- J. Jeff Loftus – Gulf Regional Planning Commission
- 1) Discuss Hancock County Household Hazardous Waste Day expenditures and to obtain approval from Board to formally pursue additional funding from DEQ.
 - 2) Motion to approve the Industrial Waste & Disposal Services Agreement with Waste Management for Disposal of all material collected during the 2016 Household Hazardous Waste Day.
- K. Wayne Galbreth – Road 504 (228) 255-7267
- 1) Discuss improvements needed on Road 504.

8. Elected/Appointed Agendas

A. Ricky Adam – Sheriff

- 1) Motion to approve and authorize Board President to sign the MDOC reimbursements for the month of August 2016 in the amount of \$49,560.00 and September 2016 in the amount of \$47,620.00.
- 2) Motion to spread on the Minutes the following personnel changes:
 - a. Hiring the following as part time deputies at a rate of \$8.25 an hour, effective 11-07-16.
 - i. Josh Threadgill
 - ii. Deannnda Burnett
 - iii. Leeanna Dunigan
 - b. Increase in pay for the following full time Deputies from \$8.25 to \$13.90 an hour, effective October 30, 2016.
 - i. Jacob Fail – Taking the place of Gary Gros
 - ii. Taylor Reed – Taking the place of Jerry Fleming
 - c. Increase in pay for the following full time Correction Officers from \$12.50 to \$13.00 an hour, effective November 13, 2016. These raises will be funded with Sheriff's Gaming Account.
 - i. Anthony Holland
 - ii. Joseph Joffrion
 - iii. Robert Martin
 - iv. Ronald Slaughter

B. Jimmie Ladner – Tax Assessor

- 1) Motion to spread on the Minutes the letter received from Tax Assessor updating base pay rates. These are consistent with the raises being recommended by the County Administrator.
- 2) Motion to spread on the Minutes the Settlement to the General Fund for outstanding checks in the amount of 44,589.94.

C. Tim Kellar – Chancery Clerk

- 1) Motion to spread on the Minutes the Settlement Summary for the month of October 2016, as presented by the Chancery Clerk.

D. Geoffrey Clemens – County Engineer

- 1) Motion to approve and authorize Board President to sign Close-Out Document and Final Pay Application #3 for Old Kiln Road Culvert Emergency Repair.
- 2) Motion to approve Right-of-Way Occupancy request from Contact Network, Inc. to install 4" inch directional bores containing fiber optic cable along Firetower Road in two different locations and along Nicola Road.

- 3) Motion to authorize letter of recommendation for Remove and Replace Washington Street Bridge awarding the low bid to Black Diamond Construction, LLC, Base Bid \$266,567.10, Alternate #1 Utility Items \$44,400.00, with a total of \$310,967.10. The Utility Items in the amount of \$44,400.00 are being funded by the City of Bay St. Louis with the remaining project balance being paid for with the County Bridge Funds.
- 4) Motion to approve and authorize Board President to sign DMR Permit application for Washington Street Bridge.
- 5) Motion to approve and authorize Board President to sign the response letter to Office of State Aid Road Construction regarding the County's Local System Bridge Replacement and Rehabilitation Program AND spread on the minutes the letter dated October 28, 2016 from Office of State Aid Road Construction.
- 6) Motion to approve and authorize Board President to sign the Construction, Engineering and Inspection (CE&I) contract and notice to proceed with Compton Engineering for the Beach Pedestrian Pathway – Scenic Byway STP-9354-00(005)LPA/106620-701000 for a not to exceed amount of \$93,373.42. This contract has been verified by MDOT Consultant Services Unit. This project is funded by MDOT.

E. Vic Johnson – Road Manager

- 1) Motion to approve request from Hancock County School District to assist with mowing shoulders of school road off Lee Town Rd.
- 2) Discussion Concerning list of roads for update of county road registry. Some of the roads on the list involve changing distances in the registry based on what we have been maintaining for at least the past ten years. Request Board set dates for hearing to accept or abandon these sections of roads with approval to run public notice in paper.

F. Eddie Favre - County Administrator

- 1) Motion to approved and authorize Board President to sign the letter to U.S. Fish and Wildlife and the application requesting delegation of authorized representatives for the CIAP Program to be County Administrator, Eddie Favre and Comptroller, Nancy Kelly.
- 2) Motion to authorize travel for anyone needing to attend the Mississippi Association of Supervisors 2017 Mid-Winter Legislative Conference from January 3, 2017 through January 5, 2017.
- 3) Motion to approve the following 16th section land lease addendums:
 - a. Mary Ladner include her cousin, Lucille Ann Peterson
 - b. Joseph Donald Necaie, delete deceased wife
- 4) Motion to spread on the minutes and authorize the proclamation from Governor Phil Bryant's in observance of the Thanksgiving, Christmas and New Year holidays.

- 5) Motion to spread on the Minutes American Medical Response's service report for the month of September 2016.
 - 6) Motion to spread on the Minutes the response from the Department of Revenue certifying that Hancock County has complied with criteria to expand the avails of the (1) mill levy collected for the 2016 roll year.
 - 7) Motion to spread on the Minutes the letter of acknowledgement received from Mississippi Emergency Management Agency regarding Hancock County's 2015 Financial Audit.
 - 8) Motion to spread on the Minutes Kathleen Brooks' certification for completion of the professional education as Hancock County Receiving Clerk.
 - 9) Motion to approve and spread on the minutes Coroner Jim Faulk's October 19, 2016, request to accept Wanda McCall, who was pronounced dead on October 8, 2016, as a pauper pursuant to the provisions of MS Code Section 41-39-5 and authorize publication of any required notices to dispose of the decedent's assets.
 - 10) Motion to approve the pay raises as presented by County Administrator; and discuss proposed pay scales.
 - 11) Motion to approve the request from Krewe of Nereids to utilize the Hancock County Annex parking lot to line up the marching units and Krewe of Nereids floats for the February 19, 2017 parade.
 - 12) Discussion regarding Chancery/Circuit Court Reporters pay increase for 2016-2017 Budget.
 - 13) Discussion regarding advertising for the General Obligation Bond for a not to exceed amount of \$5,000,000.00.
 - 14) Discussion regarding the 'stop work' request for the McLeod Park Sanitary Sewer #5 project due to Tideland's Grant funding.
 - 15) Update: Animal Shelter and Human Society of South Mississippi.
 - 16) Update: Four (4) Playgrounds throughout Hancock County to be upgraded with \$144,572.00.
- G. Gary Yarborough Jr. – Board Attorney
- 1) Motion to approve agreement with Bay Saint Louis concerning contract for Washington Street Bridge Repair.
 - 2) Motion to authorize Board President to execute Quit Claim deed and agreement to transfer parking garage property to Bay Saint Louis.

- 3) Discussion with Scott Philips and motion to consider agreement with his firm concerning future operations and strategic services for Hancock Medical Center.
- 3) Motion to authorize payment to Robert Goggins of \$577.00 for acquisition of right-of-way on Rocky Hill Dedeaux Road for bridge repair and maintenance.
- 4) Motion to approve and authorize Board President to execute the Resolution Authorizing Employment of Professionals for the Issuance of the General Obligation Bond.
- 5) Motion to authorize County Attorney to file a quick-take and imminent domain for the following properties in order to complete the necessary property acquisitions related to the Heron Bay Bridge Project to be funded by State Aid Local System Bridge Replacement and Rehabilitation Program.
 - a. William Kerry Jr., Parcel no. 178P-0-33-178.000 (Right of Way and Easement)
 - b. Virgil Keyes, 178P-0-33-141.00 (Right of Way)
 - c. Jerry Lacy, 178P-0-33-180.000 (Right of Way and Easement)
 - d. John Stockstill, 178P-0-33-142.000 (Right of Way)

H. Supervisors Items

- 1) District 1 – Supervisor David Yarborough
- 2) District 2 – Supervisor Greg Shaw
- 3) District 3 – Supervisor Blaine LaFontaine
 - a. Motion to approve appointing _____ to the Hancock County Tourism Board. Due Oct. 1, 2016.
 - b. Motion to approve and authorize a letter to be sent to Bay St. Louis, Diamondhead and Waveland officials inviting them to attend a county wide officials meeting to discuss several subjects and their impact on Hancock County.
 - c. Waive rental fee for CASA on Dec. 6, 2016 for a volunteer event that evening at the Lakeshore Community Center.
- 4) District 4 – Supervisor Scotty Adam
- 5) District 5 – Supervisor Darrin Ladner

9. Public Comments

10. Executive Session

- 1) Specific personnel issue in the Board Office
- 2) Specific personnel issue in the Justice Court

11. Adjourn/Recess